

MAYER CITY COUNCIL MEETING MINUTES – SEPTEMBER 9, 2013

Call Regular meeting to order at 6:30 p.m. by Mayor Dodge

PRESENT: Mayor Dodge, and Council Members Stieve-McPadden, Lueth, Osborn, and Boder.

ABSENT: None

STAFF: Carver County Sheriff Deputy Jake Hodge, Administrator Murphy

ALSO PRESENT: Don Wachholz, Jerry Van Dyke, Ivan Raconteur and Lorrie Ham.

The Meeting was called to order at 6:30 PM and opened with the Pledge of Allegiance.

APPROVE AGENDA

A MOTION made by Council Member Boder with a second by Council Member Stieve-McPadden to approve the agenda. Carried 5/0.

PUBLIC COMMENT

None

APPROVE CONSENT AGENDA

On a motion by Council Member Stieve-McPadden and seconded by Council Member Osborn to approve the consent agenda. Motion carried 5/0.

1. Approval of the minutes for the August 26, 2013 Regular Council Meeting
2. Approval of the minutes for the August 26, 2013 Work Session
3. Approval of the minutes for the July 2, 2013 Planning Commission Meeting
4. Approval of Claims for the month of September
5. Approval of the Check Summary for the month of August
6. Approval of the Building Permit Report for the month ending August 2013
7. Approval of the Sheriff's Department Report for the month ending August 2013

TRAIL SEAL COATING

Jerry Van Dyke from Barga Inc. was present at the meeting to discuss the seal coating of the trails. The estimated cost to seal coat all of the trails is \$34,994.46. He stated that the product they would use is the same as before. Council expressed concerns about the lines that showed up on the trails from the last seal coating. He stated that is the overlap from the spraying. Some cracks and repairs to the trails will also need to be completed before they are seal coated.

On a motion by Council Member Osborn and seconded by Council Member Stieve-McPadden to approve the seal coating of the trails in the amount of \$34,994.95 with the funds expended from the streets capital outlay and the street 405 fund and to the repair the cracks also at an amount not to exceed \$5,000. Motion carried 5/0.

FIRE DEPARTMENT OPEN HOUSE

Fire Department is requesting funds for the Open House that will be held on Saturday, September 21 from 11 AM to 2 PM. Last year the fire department had a not to exceed amount of \$2,000 approved but only spent \$817.93. The funds came from the Grants and Donations Fund which has a balance of \$21,848 as of June 2013. On a motion by Council Member Stieve McPadden and seconded by Council Member Osborn to approve the request for funds for the fire department in an amount not to exceed \$2,000. Motion carried 5/0.

PUBLIC WORKS RESIGNATION

Public Works employee Jarred Loehrs has submitted his resignation effective September 3, 2013. On a motion by Council Member Boder and seconded by Council Member Osborn to accept the resignation of the public works employee. Motion carried 5/0.

PROPOSAL FOR PUBLIC WORKS DUTIES

Personnel committee met and is proposing the following for coverage of the public works duties until an employee is hired.

Rounds Water Plant and Waste Water Plant

Greg Kliver of DeVries & Kliver Consulting will do on Tuesday & Weds when he is here and then if the City wants he will extend his days Thurs. On call person for weekends and see if they want to extend their on call time to include Fridayø and Mondays

Meter Reading - HD Water Supply will help us out doing this.

Locates - Greg

Meter Rereads - Greg

Water Trees- Part time Temporary Staff

Mow – Part time Temporary Staff

Winterizing of Concession Stand – Greg

Hydrant Flushing – Greg As needed

Friday and Monday Rounds – Covered with on call staff

Greg would be here an additional day to complete duties. The City would need to pay for 1 day of his time. Greg is requesting reimbursement for one night of lodging. Below is the expenses for the previous employee and then the cost to implement the above. This would be using the part time temp up to the 20 hours which may not be necessary. This is the breakdown of the past expenses and projected expenses implementing the above.

PW Fulltime		
Wages \$15 x 160	\$2,400.00	
PERA \$180.00		
Health Insurance	\$233.14	
Dental Insurance	\$39.85	
Life Insurance \$3.40		
Compensation for Phone	\$200.00	Total \$3,056.39

Temporary Plan

Greg Additional Day @\$25 x 8 hrs x 4 days \$1,600.00

Lodging \$65 per night x 4 \$260.00

Part time Temp \$15 x 20 hrs x 4 weeks \$1,200.00

PERA \$90.00

Coverage on Friday and Monday's \$400.00

Total \$3,550.00

On a motion by Council Member Boder and seconded by Council Member Stieve-McPadden to approve the additional day for DeVries and Kluver Consulting at \$25 per hour for 8 hours and the lodging expense of \$65 for 4 days a month. Motion carried 4/1. Osborn Nay.

PART TIME PUBLIC WORKS EMPLOYEE

The personnel committee is recommending the appointment of Kyle Kuntz as a part time temporary employee at the hourly wage of \$15.00 with the Public Works Department with an end date of November 1, 2013.

On a motion by Council Member Boder and seconded by Council Member Lueth to approve Resolution 9-9-2013-29 Part Time Public Works Employee with an end date of November 1, 2013. Motion carried 4/1. Osborn Nay.

APPROVAL OF ADVERTISEMENT FOR THE FULL TIME PUBLIC WORKS POSITION

Council discussed the qualifications for the Public Works position and directed staff to advertise with MWOA, MMUA, MN Rural Water, and LMC and to also run classifieds in the two local papers. The following is the advertisement:

Public Works Worker

The City of Mayer is accepting applications for the position of a full time Public Works Worker. Responsibilities include but are not limited to emphasis on streets, sidewalks parks, snow removal, vehicle repairs maintenance of equipment, and maintenance of water and wastewater systems. Physically demanding labor includes lifting 75 pounds. Possession of a valid Class D Minnesota driver's license, Class SC wastewater license and Class C water licenses preferable or is able to obtain as required. Hourly wage to be determined depending on qualifications. A complete application and job description can be obtained at <http://www.cityofmayer.com> or by calling (952) 657-1502. Send your completed application to City of Mayer 413 Bluejay Avenue Mayer, MN 55360.

Deadline for applications Friday September 27, 2013 at 4 PM.

On a motion by Council Member Osborn and seconded by Council Member Stieve McPadden to advertise for the public works position until Friday, September 27, 2013 at 4 PM with personnel committee reviewing applications on October 2 and Council conducting interviews on October 9 and ratifying the decision at the October 14 Council Meeting. Motion carried 5/0.

TRUTH IN TAXATION

The City is required to hold a meeting to allow the public to discuss the budget and final levy. The date must be between November 25 and December 30 and be held after 6:00 PM. This meeting can be a part of a regular meeting. On a motion by Council Member Boder and seconded by Council Member Osborn to hold the Truth in Taxation Meeting on December 9, 2013 at 6:30 PM. Motion carried 5/0.

PRELIMINARY TAX LEVY AND GENERAL FUND BUDGET

Included in the 2014 budget are step increases for employees; the hourly rate in the street department was increased to \$25 and also included \$50,000 in the fire department budget for a truck payment. These items can be changed before the December final approval of the budget and the levy. Staff is recommending approval of the levy in the amount of \$1,009,018.00 and the general fund budget in the amount of \$1,345,580.00.

A motion by Council Member Boder and seconded by Council Member Stieve-McPadden approving Resolution 9-9-2013-30 Preliminary Tax levy in the amount of \$1,009,018.00. Motion carried 5/0.

On a motion by Council Member Boder and seconded by Council Member Osborn to approving Resolution 9-9-2013-31 General Fund Budget in the amount of \$1,345,580.00. Motion carried 5/0.

OTHER BUSINESS

Council Member Lueth questioned the response time for the Sheriff's Department on Saturday night. Officer Hodge stated that because of an incident in the County there was a limited amount of resources which may have affected the response time. Council will address issue with the Sheriff's Department.

COUNCIL REPORTS

Mayor reported on the Senior Commission and the policy plan that they are working on. The personnel committee is meeting in response to the public works vacancy.

ADJOURNMENT

On a motion by Council Member Stieve-McPadden and seconded by Council Member Osborn to adjourn the meeting at 7:50 PM. Motion carried 5/0.

Mike Dodge, Mayor

Attest: _____
Lois Maetzold, City Clerk